



# Application for Federal Assistance SF-424

Version 02

*1. Type of Submission		*2. Type of Application		*If Revision, select appropriate letter(s):	
<input type="checkbox"/> Preapplication		<input type="checkbox"/> New		A. Increase Award	
<input checked="" type="checkbox"/> Application		<input type="checkbox"/> Continuation		* Other (Specify)	
<input type="checkbox"/> Changed/Corrected Application		<input checked="" type="checkbox"/> Revision		A. Increase Award	
*3. Date Received:		4. Application Identifier:			
5a. Federal Entity Identifier:			*5b. Federal Award Identifier:		
<b>State Use Only:</b>					
6. Date Received by State:			7. State Application Identifier:		
<b>8. APPLICANT INFORMATION:</b>					
* a. Legal Name: Border Environment Cooperation Commission					
* b. Employer/Taxpayer Identification Number (EIN/TIN): 74-2726590			*c. Organizational DUNS: 1471148309		
d. Address:					
*Street 1: P.O. Box 221648					
Street 2:					
*City: El Paso					
County:					
*State: Texas					
Province:					
Country: United States					
*Zip/ Postal Code: 79913					
e. Organizational Unit:					
Department Name: Technical Assistance			Division Name: Planning and Technical Assistance		
f. Name and contact information of person to be contacted on matters involving this application:					
Prefix: Mr.		First Name: Jose			
Middle Name: Antonio					
*Last Name: Arreola					
Suffix:					
Title: Technical Assistance Manager					
Organizational Affiliation:					
*Telephone Number: 1-877-277-1703			Fax Number: 915-975-8280		
*Email: jarroela@cocef.org					

**Application for Federal Assistance SF-424**

Version 02

9. Type of Applicant 1: Select Applicant Type: - Select One -

Type of Applicant 2: Select Applicant Type:

- Select One -

Type of Applicant 3: Select Applicant Type:

- Select One -

\*Other (specify):

International Organization

\*10. Name of Federal Agency:

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66-931

CFDA Title:

International Financial Assistance Project Sponsored by the Office of International Affairs

\*12. Funding Opportunity Number:

\*Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

New Mexico, Texas, Chihuahua, Coahuila, Nuevo Leon, Tamaulipas and 60 miles along the US/Mexico Border

\*15. Descriptive Title of Applicant's Project:

US-Mexico Border Grant- Implementation of Border 2012 Plan Logistical and Project Implementation Support

**Attach supporting documents as specified in agency instructions.**



Version 02

# Application for Federal Assistance SF-424

16. Congressional Districts Of:

\*a. Applicant NM 2, TX 15, 16, 23 & 28

\*b. Program/Project: US/Mexico Border

Attach an additional list of Program/Project Congressional Districts if needed.

And 60 miles into along entire US/Mexico Border

17. Proposed Project:

\*a. Start Date: 05/01/2010

\*b. End Date: 12/31/2012

18. Estimated Funding (\$):

\*a. Federal \$958,430.00

\*b. Applicant

\*c. State

\*d. Local

\*e. Other

\*f. Program Income

\*g. TOTAL \$958,430.00

\*19. Is Application Subject to Review By State Under Executive Order 12372 Process?

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372

\*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

☐ Yes

☒ No

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ \*\*I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr.

\*First Name: Daniel

Middle Name:

\*Last Name: Chacon

Suffix:

\*Title: General Manager

\*Telephone Number: 1-877-277-1703

Fax Number: 915-975-8280

\*Email: dchacon@cocef.org

\*Signature of Authorized Representative:

Date Signed: 8/27/2010

## OBJECT CLASS CATEGORIES WORKSHEET

d. **EQUIPMENT:** Tangible, non-expendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Applicant's definition of equipment may be used provided the definition at least includes all items previously defined above.

ITEM	NUMBER	COST PER UNIT	TOTAL
None			
<b>d. EQUIPMENT TOTAL:</b>			

### e. SUPPLIES

List supplies by groups, as appropriate:	
None	
<b>e. SUPPLIES</b>	

## OBJECT CLASS CATEGORIES WORKSHEET

### f. CONTRACTUAL

List each planned contract or type of service to be procured. Agreements/contracts with other governmental agencies (state, local or Federal) should be listed under category h. OTHER.

<b>f. CONTRACTUAL TOTAL</b>	

### g. CONSTRUCTION (N/A)

### h. OTHER

Other: Explain by major categories.	
Project Implementation (Sub-grants)	\$725,518
See work plan	
<b>h. OTHER TOTAL</b>	<b>\$725,518</b>

<b>i. TOTAL DIRECT COSTS:</b>	<b>\$874,633</b>
<b>j. INDIRECT COSTS:</b> (BASE \$874,633 x RATE 9.5808% = \$83,797)	<b>\$ 83,797</b>
<b>k. TOTAL PROPOSED COSTS:</b>	<b>\$958,430</b>
<b>FEDERAL FUNDS REQUESTED:</b>	<b>\$958,430</b>
_____ 100 %	
<b>RECIPIENT SHARE OF TOTAL PROPOSED COSTS:</b>	
_____ %	



## BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	
1.		\$	\$	\$ 958,430.00	\$	958,430.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$	0.00 \$	0.00 \$	958,430.00 \$	958,430.00
SECTION B - BUDGET CATEGORIES						
6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY					
	(1)	(2)	(3)	(4)	Total (5)	
a. Personnel	\$106,753				\$106,753	
b. Fringe Benefits	\$ 18,362				\$ 18,362	
c. Travel	\$ 24,000				\$ 24,000	
d. Equipment						
e. Supplies						
f. Contractual						
g. Construction						
h. Other	\$725,518				\$725,518	
i. Total Direct Charges (sum of 6a-6h)	\$874,633		0.00	0.00	\$874,633	
j. Indirect Charges	\$ 83,797				\$ 83,797	
k. TOTALS (sum of 6i and 6j)	\$958,430.00	\$	0.00 \$	0.00 \$	\$958,430.00	
7. Program Income	\$	\$	\$	\$	\$	0.00

Authorized for Local Reproduction

Standard Form 424A (Rev. 7-97)  
Prescribed by OMB Circular A-102

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8.				\$	0.00
9.				\$	0.00
10.				\$	0.00
11.				\$	0.00
12. Total (SUM OF LINES 8-11)				\$	0.00
SECTION D - FORECASTED CASH NEEDS					
	Total for 1 <sup>st</sup> Year	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
13. Federal	\$ 958,430	\$239,607.50	\$239,607.50	\$239,607.50	\$239,607.50
14. Non-Federal	0.00				
15. TOTAL (sum of lines 13 and 14)	958,430	\$239,607.50	\$239,607.50	\$239,607.50	\$239,607.50
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (years)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16.	\$	\$	\$	\$	
17.					
18.					
19.					
20. TOTAL (sum of lines 16-19)	\$	0.00 \$	0.00 \$	0.00 \$	0.00
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges:					
22. Indirect Charges:					
23. Remarks:					

Authorized for Local Reproduction



# OBJECT CLASS CATEGORIES WORKSHEET

[NOTE: Please indicate any pre-award costs with a star (\*).]

## a. PERSONNEL

POSITION	NUMBER	ANNUAL SALARY	WORK HOURS	AMOUNT
Technical Assistance Manager		\$98,405	250 hrs	\$ 11,827
Contract Officer		\$63,856	180 hrs	\$ 5,526
Publication and Document Specialist		\$54,621	3,377 hrs	\$ 88,680
Regional Planning Coordinator		\$62,462	24 hrs	\$ 720
<b>a. PERSONNEL TOTAL</b>		<b>\$279,344</b>		<b>\$106,753</b>

## b. FRINGE BENEFITS

BASE	\$106,753
RATE	17.20 %
<b>b. FRINGE BENEFITS TOTAL</b>	<b>\$ 18,362</b>

## c. TRAVEL

Explain:
26 Trips at \$923.07 each = \$24,000
<b>c. TRAVEL TOTAL: \$24,000</b>

Border Environment Cooperation Commission  
Work Plan for Grant  
Administration of EPA Region 6 Border 2012 Program(s)  
(2010-2012)

---

## **PURPOSE**

The Border Environment Cooperation Commission (BECC) will administer the Environmental Protection Agency (EPA) grant funds in order to help promote the Border 2012 objectives that will help improve the living conditions of the residents along the U.S. Mexico border region. The BECC has the capacity and experience to function as the lead agency to assist the EPA and Secretaria de Medio Ambiente y Recursos Naturales (SEMARNAT) in furthering its initiatives under Border 2012 initiatives.

The BECC will provide assistance and support to the Border 2012 program with in-house staff or may enlist the assistance of professional service providers such as universities or other institutions, governmental agencies, professional consultants, or engineering firms. As part of providing Border 2012 program support the BECC may coordinate with EPA in the implementation of quality projects or activities that may lead to the authorization of sub-grant agreements to eligible institutions. The sub-grants may be approved for the implementation of projects in border communities that will help improve the health and safety of residents and/or protect the environment.

It is important to recognize the BECC's as a bi-national institution with the capacity to advance the Border 2012 objective. BECC's institutional strengths already in place will be used to add value to the initiatives of the Border 2012 programs whose main focus are to protect the environment and to resolve public health issues along the U.S. Mexico border. The BECC and/or its authorized consultant will coordinate a strategy with EPA for project and program implementation.

## **BACKGROUND**

The mission of the proposed Border 2012 Program is to protect public health and the environment in the U.S.-Mexico border region consistent with the principles of sustainable development. As part of its mission, the BECC has the capacity to promote, administer, and implement projects that will help improve the environment and the living conditions along the US-Mexico border region. In addition, the BECC has a history of successful coordination with the U.S. EPA and other stakeholders to promote the mission of the bi-national Border 2012: U.S. - Mexico Environmental Program (Border 2012).

## **OBJECTIVES OF WORK PLAN**

BECC will provide a focal point for collaboration between federal, state, local, and private interests on both sides of the border, and a forum for broad public dialogue on proposed environmental infrastructure projects. The BECC will promote environmental projects that will improve the border communities' living standards in accordance with the priorities and objectives of the Border 2012 programs. The BECC's funds from Mexico and the United States governments are the principal mechanism available to help communities translate broadly applicable guidelines and criteria into specific project proposals.



The BECC will provide support in the implementation of projects that will significantly improve the environment and public health in the U.S.-Mexico border region, consistent with the principles of sustainable development and in accordance with the priorities and objectives of the Border 2012 Program. To that end, the BECC will use its experience in assisting local communities and other project sponsors to develop and implement environmental projects. To ensure that the Border 2012 program reflects the environmental needs of the border community as articulated by border residents, the BECC will implement specific activities outlined in this work plan that will increase public knowledge and public participation.

#### **ACTIVITIES (LOGISTICS SUPPORT AND PROJECT IMPLEMENTATION)**

In general the BECC will coordinate an operating strategy with EPA Region 6 for implementation of Border 2012 programs and related initiatives along the U.S. - Mexico border region. The interaction of all BECC resource partners, such as governmental entities and stakeholders on both sides of the border are pertinent in implementation of project development in support of projects that protect the public health and environment. As stated above the BECC will use its expertise on border issues, institutional strengths and working knowledge in dealing with stakeholders on both sides of the border to develop the best method for implementation of Border 2012 programs and projects. The BECC and/or its authorized sub-consultant(s) will accomplish the services defined below as Tasks A through E.

#### **TASK A - Logistical Support for Work Group Meetings and Expected Activities**

##### **Logistics Activity 1**

BECC will provide organizational and logistical support to EPA Region 6 in conducting a minimum of 2 Workgroup meetings a year, including direct support to the EPA in development of a Workgroup Co-Chair and Task Force Leader meetings and at least one Air Policy Forum.

Organizational and logistical support for these meetings may include the following deliverables:

1. Organizing meeting room(s) space for program participants and functions to including, but not limited to providing display tables, necessary audio/visual equipment, banners, food and beverages, space rental, and supplies for the public meeting.
2. Logistical support before and during the meetings. Providing adequate staffing for registering and login of participants, issuing name tags, directing participants to various meeting areas and other logistical activities to ensure that all participants are able to hear, view, understand speakers, and receive all applicable materials.
3. Provide bilingual minute/note taker support as required.
4. Distribution of documents and other materials to mailing lists
5. Translation of documents for the meeting and after the meeting
6. Interpretation services/Equipment
7. Newspaper notices and other electronic media notices of meeting
8. Becchnet notices
9. Travel Support for meeting participants, as requested
10. Assist in the development of presentations, such as Power Point or other visual aids
11. Moderators/facilitators services may be provided with EPA coordination

##### **Logistics Activity 2**



Logistical support for the Regional Work Group Task Force Meetings that will include the Three State and the Four State Regional Workgroups. BECC will provide logistical support to EPA Region 6 in conducting a minimum of 1 meeting per Task Force group.

Logistical support for these meetings may include the following deliverables:

1. Organize meeting room(s) space for program participants and functions to include, but not limited to providing display tables, necessary audio/visual equipment, banners, meal services, and supplies for the public meeting.
2. Logistical support before and during the meetings. This can include registering and login in of participants, issuing name tags, directing participants to various meeting areas and other logistical activities to ensure that all participants are able to hear, view, understand speakers, and receive all applicable materials, copies and printing of material as requested provide bilingual minute/note taker support as required.
3. Distribution of documents and other materials to mailing lists
4. Translation of documents for the meeting and after the meeting
5. Interpretation services/Equipment
6. Newspaper notices and other electronic media notices of meeting
7. Beccnet notices
8. Travel Support for meeting participants, as requested.
9. Assist in the development of presentations, such as Power Point or other visual aids
10. Moderators/facilitators services may be provided with EPA coordination

### **Logistics Activity 3**

Logistical support for the National Coordinators Meeting to provide support to the EPA Region 6 in conducting one meeting every other year as part of this border general session. If required BECC may need to provide reduce support for this general session on the off years when Region 9 is the host.

Logistical support for these meetings may include the deliverables:

1. Organize meeting room(s) space for program participants and functions to include, but not limited to providing display tables, necessary audio/visual equipment, meal services, and supplies for the public meeting.
2. Logistical support before and during the meetings. Provide adequate staffing for registering and login –in of participants issuing name tags, directing participants to various meeting areas and other logistical activities to ensure that all participants are able to hear, view, understand speakers, and receive all applicable materials (copying and printing) as requested.
3. Provide bilingual minute/note taker support as required.
4. Distribution of documents and other materials to mailing lists
5. Translation of documents in preparation for the meeting, during the meeting and after the meeting
6. Interpretation services/Equipment
7. Newspaper notices and other electronic media notices of meeting
8. Beccnet notices
9. Travel Support for meeting participants, as requested.
10. Hotel Arrangements, including arrangement of block of rooms for participants
11. Transportation arrangement
12. Technical Support

### 13. Coordination between meeting organizers (SEMARNAT and EPA)

---

Assist in the development of presentations, such as Power Point or other visual aids

#### Logistics Activity 4

Support for Regional Workgroups Coordinating Staff and Task Forces Co-Leaders Meetings. BECC will provide support to the EPA Region 6 in coordinating the meetings and follow-up to the implementation work of Task Forces. BECC compliance with this task may require the use of professional consultant services.

This coordination and follow-up support may include the following deliverables:

1. Convening Task Force Co-Leader meetings
2. Convening Task Force Co-Leader conference calls
3. Providing bilingual minute/note taker support as required for meetings and conference calls
4. Assistance in developing work plan(s) by incorporating workgroup/task force recommendations in support of scheduled programs
5. Research and information gathering to assist in the development and implementation of work plans
6. Assist in the development of presentations, such as Power Point or other visual aids
7. Develop calendar of meetings
8. Assist in sending information through e-mails, fax and mail.
9. Develop e-mail and mailing lists for each Task Force
10. Moderators/facilitators services may be provided with EPA coordination

#### Logistics Activity 5

General/Other support to include workgroup coordination meetings and follow-up meetings.

BECC will also assist EPA Region 6 with the following activities:

1. Develop calendar of events in coordination with B2012 partners.
2. Assist with distribution of materials.
3. Provide with updates on progress of task force and regional workgroups work plans.
4. Provide travel support to Border 2012 stakeholders as needed.
5. Preparation of Reports/Fact Sheets which may include: technical support services for the formatting and preparation of documents, assistance in research and writing, translation, design and layout, etc.
6. Assist in the distribution of documents.
7. Develop a mailing list and prepare final document for dissemination by regular mail, electronic mail, web posting.
8. Moderators/facilitators services may be provided with EPA coordination.

#### Logistics Activity 6

When required and if funds become available and with advance notice by EPA may organize, develop, prepare and distribute a Regional News letter that will encompass the current issues, success, and future initiatives of the Border 2012 Programs as they relate to Region 6.



This coordination and follow-up support may include the following deliverables:

1. Plan, organize, and develop a best approach for producing a successive newsletter.
2. Present the most cost and timely effective and efficient approach for producing the newsletter to the EPA.
3. Coordinate meeting with Border 2012 Task Force to present draft newsletter format (include logos, graphs, style, format, timelines for submittal of articles, scheduled productions, and editorial approach).
4. Develop and maintain distribution list to include electronic distribution list, regular mail list, and web site postings.
5. Prepare and develop newsletter for dissemination.
6. Prepare and submit a final report when required.

Approximately \$500,000 USD will be allocated to logistical support activities as stipulated in this Task A.

#### **TASK B - Border 2012 Projects Implementation and Required Activities.**

The BECC will oversee the implementation of additional projects ranked as eligible under the 2009 Border 2012 Request for Proposal. The commission will oversee the implementation of project activities that will help support the Border 2012 goals, objectives, and priority areas in accordance with the RFP. BECC will coordinate with eligible institution in the development of a project work plan that is consistent with the initial proposal and determine the project sponsors' capabilities to prioritize support. This task may require the BECC to perform outreach to qualified organizations to promote additional stakeholder involvement for project success.

The BECC will provide grant administration and project management within an agreed budget and established period of performance that are consistent with EPA requirements. In addition, the BECC will implement strict cost controls, accurate records keeping, and provide timely reports when required. This will include the following activities:

##### **Project Work Plan Defined:**

BECC Staff will implement the following:

1. Oversee timely submittal (45 days) of completed work plans by project sponsor upon notification of project selection for funding.
2. When required will coordinate the project scoping conference call with EPA Project Manager to discuss proposal and overall objectives of the project work.
3. Advise EPA's Project Manager (PM) of any assistance required by sub-recipient in development of work plan or other documents required for project completion.

##### **Project Implementation:**

BECC will oversee and/or initiate the following:

1. Technical Assistance Agreement (TAA) between BECC and sub-recipient for project completion upon acceptance of work plan.
2. Before implementation of proposed project, will assure that all work plan components and a full budget description are in place.
3. When required, assist sub-recipient in establishing contracts/agreements with stakeholders or with service providers (Note: some projects will go out for bid while others will be implemented via sole contractor that may be already in place.)
4. Approve the sub-recipients/contractor/consultant to begin work.
5. Submittal of sub-recipients quarterly reports to the BECC and EPA for each project



unless additional reports are required (i.e. six months updates or only an End of the Year Report). EPA (grant Project Officer (PO) and PM) will get copies of these reports for their file(s).

6. Implementation of project timelines.
7. Termination or cancellation of projects that are not proceeding or complying with Border 2012 requirement or TAA terms and conditions.

Measured results for Task A will be determined by the individual WP. Each WP will be required to meet the measured results that correspond with the initial proposal. The BECC will quantify the success of this task by the number of projects complete within a period of 18 to 24 months. The BECC's goal is to start all projects within 1 to 2 months of project selection notification.

Approximately \$351,525 USD will be allocated to projects that comply with the prioritization procedures established under the 2009 RFP process and/or are determine eligible for Border 2012 project implementation in coordination with EPA and BECC.

#### **TASK C – Project Los Caminos del Rio –Enhancing the Caminantes del Rio.**

Programs to be develop in Partnership with A Selected ISD Lesson Plans and Actual Water Monitoring Events on Water Bodies Identified by LCDR.

Activity 1: Select an ISD and Review Teacher Lesson Plans and Develop Draft Lesson Plans which will coordinate and enhance with the Original Caminantes del Rio Proposal LCDR will coordinate with a selected ISD to develop science and/or math lesson plans prompting children in K-12 to experience hands-on learning through class-room, school yard and outdoor exploration of the Lower Rio Grande. Lesson plans will incorporate science experiments, water quality and riparian habitat investigations. Easy-to-follow protocol to be developed enabling teachers to gain approval from School District for their participation in the program. Identify potential field trips and water bodies to sample on National Water Monitoring Day, to enhance the classroom experience through the use of the lesson plans. Also incorporate a follow-up visit for comparison sampling if best management practices or community modifications occur to improve the water body selected during the time period of the school year.

Activity 2: Conduct Pilot Curriculum and Implementation of Lesson Plans in a Teacher Workshop Coordinated with the Selected ISD Coordinate with a selected ISD a Pilot workshop to test run the draft lesson plans for children K-12, select your age group for pilot, with teachers who will incorporate them in the classroom and test portions of the curriculum with teachers and determine lessons learned. Take lessons learned from the workshop and modify lesson plans and finalize for the ISD to approve the curriculum and field trip locations with the targeted water bodies for the following school year. Make notations of cost associated with field trips and what is reasonable in piloting the lesson plans in the classroom.

Activity 3: Summarize Findings from the Pilot Implementation of the Lesson Plans at Selected ISD in 2010-2011 Curriculum LCDR will prepare a concise report on the findings of implementing the Pilot lesson plans at a selected ISD. The cost of implementing the curriculum and conducting the monitoring events, the first on National Water Monitoring Day and a follow-up date to be determined as a minimum. Survey the teachers and school administrators who implement the lesson plans following each exercise to evaluate and make modifications as needed to improve the lesson plan. Provide a copy to all the workshop participants and an ISD contacts as well as EPA. The summary report will include recommendations from teacher and school administrators participating in the pilots with notations regarding future approaches in the



classroom. Final report and publication of the lesson plans will be performed by EPA.

Approximately \$10,000 USD will be allocated to the implementation of this project and overseen by BECC.

Funding distribution for this project are as follows:

Activity 1: Review Teacher Lesson Plans and Develop Draft Lesson Plans	\$1,000
Activity 2: Conduct Pilot Curriculum/Implement Lesson Plans in	\$2,000
Activity 3: Summarize Findings from the Pilot Implementation of the Lesson Plans at Weslaco ISD in 2010-2011	\$7,000

#### **TASK D – Project “El Moscas” y Los Pesticidas.**

Coordinate three to four theater performances of “El Moscas” y Los Pesticidas. Coordination services includes obtaining services of a production director to organize a cast, gather costumes and props, secure location and assist with marketing of events. Theater script and guidance will be provided by EPA.

Approximately \$18,000 USD will be allocated to the implementation of this project.

#### **TASK E - Support for the Border 2012 Air Policy Forum**

As each program is determined necessary by BECC in coordinated with the U.S. co-chair, who in turn coordinates with her Mexican counterpart, the BECC can provide support for annual Border 2012 Air Policy Forum (APF) meetings, air quality/climate change/energy efficiency workshops, trainings, seminars, conferences and meetings in the border region. Support may entail any and all of the tasks below:

Activity 1: Arranging logistics, which could entail securing meeting space, necessary equipment, hotel room blocks, simultaneous interpretation, transportation where necessary, and any other accommodations needed for the meeting.

Activity 2: Sending out meeting invitations and/or notices, creating on-line registration processes; arranging travel for participants whom the APF agrees to assist; tracking registration and rate of booking for block of rooms, updating APF members’ contact information; providing name tags and tent cards; developing packets, folders or notebooks with agenda, logistical information, presentations, etc. for each participant, with the requisite numbers in English and in Spanish; providing meeting site support for registration, responding to questions and troubleshooting; providing meeting notes in English and in Spanish; and meeting other related needs as they arise.

Activity 3: With regard to speakers’ presentations, the BECC would obtain electronic Power Point or other written presentations from speakers with adequate lead time prior to the meeting, in order to translate presentations into English or Spanish, as appropriate, print as handouts (two to six per page, double-sided), and provide to participants in folders/notebooks (dependent upon cost). BECC would also upload presentations to EPA’s APF web page on the Border 2012 site, SEMARNAT’s Border 2012 web site, and BECC’s site within one week following the meeting.

Activity 4: When appropriate, possible and practical, prior to the meeting, the BECC would ~~transfer electronic presentations – in both languages – onto two flash drives, which would be~~ given to the co-chairs the day before the meeting begins. The BECC would provide at least one laptop, from which presentations in one of the two languages can be shown on one screen, with a co-chair's laptop projecting presentations in the second language on a second screen. The BECC would provide a mechanism for advancing both sets of slides during presentations.

Activity 5: Providing, where necessary, training and other materials in both English and Spanish.

Activity 6: Conducting additional related tasks as necessary to carry out the APF border work.

Approximately \$40,000 USD will be allocated to the implementation of this project(s) and overseen by BECC.

### EXPECTED OUTPUTS AND OUTCOMES

- Conduct a needs assessment to help identify potential adverse health impacts of climate change and to propose mitigation and adaptation strategies in the 3 state and the 4 state regions.
- Detail emissions standards and permissible levels measured in the programs at both side of the border to promote Stage I controls among the transport industry.
- Develop an energy use protocol for the city government facilities to determine specific controls and energy savings recommendations.
- Promote community awareness by developing public outreach programs that will help residents improve their surroundings by teaching them to be environmental stewards.
- Demonstrate the feasibility of desalinating (desalting) irrigation return flow water to serve as a source of renewable drinking water supply during the non-irrigation season.
- Implement a program in the 4 state border region that promotes recycling, green purchasing and source reduction practices as well as the management of waste that will lead to long-term implementation of "green" practices.
- Create a public awareness program, in the 4 state region, of household hazardous wastes; that involves the collection, storage and final disposal of household hazardous waste which will promote public involvement.
- Demonstration program that quantifies and recommends ways to reduce human exposure to Particulate Matter (PM) emitted from agriculture burning and vehicular traffic on bare soil/unpaved roads along the U.S. – Mexico border area.
- Improve Environmental Health in the 4 state region through the reduction of scrap tires and other hazardous waste by improve accessibility to the root of the problem.



- Promote stakeholder participation in the prioritization of projects that will enhance the resolution of pollution problems impacting the environment and the health of residents in border communities.
- Expand on an existing secure data driven web based portal application to support Emergency Preparedness activity through the creation of the Enhanced On-Line Chemical Inventory Reporting and Planning tool mechanism for the border region
- Train first responders on specific respond tactics and use of equipment in hazardous material management specifically as they relate to chemical exposure in the 3 state region.

### COMPLETION TIME

BECC and/or its sub-consultant will complete the above activities at the request and time frames determined appropriate by both the EPA and the Commission, and in coordination with the BECC's consultant when required.

### PERFORMANCE

The period of performance for this work plan is from June 1, 2010 – May 31, 2012

### ESTIMATED BUDGET PERIOD (FUNDING PERIOD) AND PROJECT PERIOD (PERFORMANCE PERIOD)

The following are estimated budget and project period for the period. The budget period will extend from July 29, 2010 to August 31, 2012.

Concept	Task A	Task B	Task C	Task D	Task E	TOTAL
Personnel	\$ 104,435				\$ 2,318	\$ 106,753
Fringe Benefits	\$ 17,963				\$ 399	\$ 18,362
Travel	\$ 22,400				\$ 1,600	\$ 24,000
Supplies	\$ -					\$ -
Contractual	\$ -					\$ -
Other	\$ 312,825	\$ 350,636	\$ 10,000	\$ 18,000	\$ 34,057	\$ 725,518
Sub-total	\$ 457,623	\$ 350,636	\$ 10,000	\$ 18,000	\$ 38,374	\$ 874,633
Indirect Charge	\$ 42,380	\$ 35,064	\$ 1,000	\$ 1,800	\$ 3,553	\$ 83,797
	\$ 500,003	\$ 385,700	\$ 11,000	\$ 19,800	\$ 41,927	\$ 958,430

### DELIVERABLES

All deliverables will be identified as part of activities initiated.

## GENERAL SCHEDULE FOR PROJECT COMPLETION

General Grant Administration Schedule	June 10, 2010	June 15 – July 30, 2010	August 12	Sept 1, 2010 – December 31, 2012	Through-out grant administration	Quarterly through-out grant administration
BECC Administration of Border 2012 Program (Logistics Support and Projects Implementation)						
Re-submittal of Grant Application to EPA						
Review of Grant Application by EPA						
Approval of Grant Application by EPA						
Approval of Grant Application by BECC						
EPA initiates schedule of proposed programs						
BECC coordinates with EPA to provide services as required for program assistance						
BECC completes quarterly and final reports and processes invoices						

Note: Project deliverables to be determined on each individual activity.

TRAVEL				
Location / Destination	Description of the Trip	Participants Required	Estimated no. of Trips	Duration
McAllen, Texas	Four State Task Force Meeting	Technical Assistance Manager	1	1 day
		Publication and Document Specialist	1	1 day
Laredo, Texas	Four State Task Force Meeting	Publication and Document Specialist	1	1 day
			1	1 day
Alpine, Texas	Three State Task Force Meeting	Publication and Document Specialist	1	1 day
			1	1 day
El Paso, Texas	Three State Task Force Meeting	Publication and Document Specialist	1	1 day
			1	1 day
			1	1 day
Deming, New Mexico	Three State Task Force Group Meeting	Publication and Document Specialist	1	1 day
			1	1 day
Brownsville, Texas	Four State Task Force Meeting	Publication and Document Specialist	1	1 day
				1 day
			1	1 day
				1 day
Matamoros, Tamualipas	Four State Gulf Task Force Meeting	Publication and Document Specialist	1	1 day
			1	1 day
Reynosa, Tamualipas	Four State Gulf Task Force Meeting	Publication and Document Specialist	1	1 day
			1	1 day
Hermosillo, Sonora	National Coordinators Meeting Sponsored by SEMARNAT	Publication and Document Specialist	1	2 day
San Antonio, Texas	National Coordinators Meeting Sponsored by EPA	Technical Assistance Manager	1	3 day
		Publication and Document Specialist	1	4 day
Las Cruces, New Mexico	Three State Task Force Meeting	Publication and Document Specialist	1	1 day
			1	1 day
Eagle Pass, Texas	Four State Amistad Task Force Meeting	Publication and Document Specialist	1	1 day
			1	1 day